

Topsfield Planning Board

February 5, 2008

Chairman Morrison called the meeting to order at 7:30 PM. Board members present were Martha Morrison, Janice Ablon, Gregor Smith, Ian deBuy Wenniger, Robert Winship. Roberta Knight, Community Development Coordinator was also present.

Visitors: Master Planning Committee: Heidi Fox, Joe Geller, Holger Luther; Selectman Dick Gandt

Minutes: Member Gregor Smith made the motion to approve the minutes of January 15, 2008 as amended; so voted 5-0.

Bills: Member Bob Winship made the motion to approve the bill schedule for postage in the amount of \$125.00; seconded by Ian deBuy Wenniger; so voted 5-0.

Expo 2008: Clerk Jan Ablon completed the form to be returned to Main Street. Ms. Knight will look for pamphlets and bulletin board used at the last Expo by the Planning Board.

Traffic & Parking: Chairman Morrison noted that the organizational meeting for the Traffic & Parking Committee has been scheduled for Wednesday, February 6th at 9:30AM.

Joint Meeting of Planning Board and Master Planning Committee

At 8:00PM, Chairman Martha Morrison called the joint meeting to order. The members of both committees commenced the review of the Draft 2008 Zoning Amendments dated January 30, 2008, and as part of the process reviewed and updated Version 5 of the proposed zoning amendments for Section 3.11 "Uses in the Business District Highway North" and Section 3.12" Uses in the Business District Highway in the Zoning By-law. See Attachment 2008 Draft Zoning Amendments, dated February 5, 2008, pages 1-5 for revisions and notes per the joint discussion.

The discussion centered on two major issues. The first concerned the difference between the percentage for maximum building area in the Table of Dimensional And Density Regulations and the percentage of buildable area for any given lot as designated for the Business District Highway North and Business District Highway in the respective sections of the Bylaw. A potential conflict seemed to be inherent. Ms. Knight was requested to contact Inspector of Buildings Glenn Clohecy and ask him for a definition of each term and his interpretation and recommendation relative to this issue.

Second, the members discussed at length what standards to use for the Business District Highway North in the Table of Dimensional And Density Regulations. If the Business District Highway standards were in place for minimum lot area of 40,000 sq. ft., only 4 of

the 13 lots being considered as part of the new district would be conforming. If the Business District Village standards were to be used at 20,000 sq. ft., all but one lot would be included as conforming. It was the consensus that if the intention were to create a “conforming district” such that the majority of the lots conform to the Table, the smaller dimensions and density regulations of the Business District Village would need to be adopted. The members requested Ms. Knight to contact the members of the Zoning Board of Appeals for their input and recommendations.

The members also reviewed the zoning map for the Business District Highway North. It was the consensus of the meeting to delete the corner portion of Great Hill at Route 1 & Averill Street, and the lot at 114 Ipswich Road owned by the Town of Topsfield.

A joint work session was scheduled for Wednesday, February 13, 2008. Ms. Knight would contact the Proctor School to see if the Teacher’s Room would be available.

The meeting was adjourned at 10:29 PM.

Respectfully submitted,

Roberta M. Knight
Community Development Coordinator

